

20 AUG 1968  
Approved For

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19 August 1968

MEMORANDUM FOR: CIA Records Administration Officer

SUBJECT : Office of Computer Services, DD/S&T  
Records Control Schedule, 98-67-1,  
Revision *4/6*

1. Attached are an original and three (3) copies of a proposed revision to the OCS Records Control Schedule, 98-67-1, Item 10.d.(1), page 9.

2. This change to the OCS Records Control Schedule is proposed to provide for the retirement of program machine listings along with their respective source program cards as backup documentation to the source program decks. Also, it has been found that the conversion of source programs from cards to tape is not always practicable. The proposed change to the records control schedule thus provides for the retirement of source program cards as well as tape.

  
Chief, Administrative Staff, OCS

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APPROVED:

  
CIA Records Administration Officer

*23 Aug 1968*

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